

TEWKSBURY ZONING BYLAW SUBCOMMITTEE

November 24, 2014

Call The Meeting to Order

David Plunkett called the meeting to order at 7:50 P.M. at the DPW Conference Room. Present at the meeting were Robert Fowler, Nancy Reed, and Community Development Director Steven Sadwick.

(1) Woburn Street Corridor Study

Mrs. Reed stated that there is a 1,320' setback from the adult entertainment to R40. If we move the R40 line down Woburn Street this would affect the adult entertainment district.

Mr. Plunkett asked if we could just say these are the four areas for adult entertainment and that is that. The setback maybe less than what we originally said but it still protects the R40 district. Mr. Plunkett asked that a map be created to show a 1,000' setback from R40.

(2) Design Guidelines

Mrs. Reed stated that Mr. Sadwick gave her the design guidelines from Reading. Their bylaw also addresses projects that renovate over 500 SF would require a Special Permit Review. The question is when a special permit would be needed. Mr. Sadwick stated that if the Building Commissioner denies a building permit, then they would appeal that decision to the ZBA.

Mr. Plunkett asked if this could be an administrative review. In the business world, quick action is required and a Special Permit process could take months.

Mrs. Reed stated that she would agree with handling these as administrative actions. Mr. Fowler also agreed but we still need to set the design guidelines.

Mr. Sadwick stated that something would need to be submitted to the Board for approval. A letter should be given that says they are in compliance and the plan is acceptable to the guidelines.

Mr. Plunkett asked if this should go under the Subdivision Rules and Regulations then no action from Town Meeting is required. Mr. Sadwick stated that we still need to look in the Zoning Bylaw and if the area is over 500 SF it would require Planning Board approval.

Mr. Plunkett stated that we should also look at modifying the Use Special Permit.

(3) Reserve Parking

Mr. Sadwick stated that he has nothing new. The wording needs to be clarified and adjusted.

Mr. Fowler stated that if 300 spaces are required and they said they only need 200, they should show an area that would have 100 parking spaces in reserve. Mr. Fowler stated that Section 9515 allows the Planning Board to waive this requirement but is still applies because the use may change.

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Mr. Sadwick stated that the question is do they still need a Special Permit if they have less than required parking. Mr. Plunkett stated that Section 9415 we could add a statement unless a waiver is granted.

Adjournment

MOTION - Mrs. Reed made a motion to adjourn at 8:50 PM. The motion was seconded by Mr. Fowler and unanimously voted 3-0.

Approved: 7/13/15

Documents provided to Committee Members

- Draft Appendix A and B
- Copy of Site Plan Review – Town of Reading